



State of Vermont

Department of Mental Health
280 State Drive, NOB 2 North
Waterbury, VT 05671-2010
<http://mentalhealth.vermont.gov/>

Agency of Human Services

[phone] 802-241-0090
[fax] 802-241-0100
[tty] 800-253-0191

Sandy McGuire
Chief Financial and Operations Officer
Howard Center

VIA EMAIL ONLY

August 12, 2022

Dear Ms. McGuire:

The Departments of Mental Health (DMH) and Disability, Aging, and Independent Living (DAIL) have reviewed your letter of intent for the proposed purchase of a new building for the Lakeview Program. We have determined that your project does require you to go through the Certificate of Approval (COA) process as the capital expenditure threshold is \$1,500,000.00 and your Letter of Intent indicated a current financial projection of \$3,159,051.00.

Because the Lakeview Program is a residential program for CRT clients, pursuant to the Application Procedures and Instructions for Certificates of Approval language “[i]f the project involves services or structures only for people with developmental disabilities or people with mental illness, then only the approval of the respective commissioner for the relevant department is required,” DMH alone will need to approve your project. Please assure all future correspondence is directed to me.

We understand your desire to expedite the COA process. DMH will attempt to move as quickly as we can as we work through the required processes. The next step is for you to complete and submit the application and required attachments. I would encourage you to be very thorough in your application so that we do not need to ask too many follow up questions.

Please feel free to contact me with any questions or concerns.

Best,

DocuSigned by:

A handwritten signature in black ink that reads "Karen Godnick Barber".

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Karen Godnick Barber
General Counsel
Department of Mental Health

CC: Emily Hawes, DMH Commissioner
Shannon Thompson, DMH Finance Director
Samantha Sweet, DMH Director of Mental Health

